**Role Profile**

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| **Job Title:** | **Youth Council Member** | | | | |
| **Reports To:** | Youth Council Leader  Head of Participation (NFA Staff Member) | | **Jobs Reporting into the Job Holder:** | |  |
| **1. Job Purpose** | | | | | |
| * To ensure young people in Newcastle, North Tyneside and Northumberland are represented and considered within Northumberland FA and wider football community. * To ensure the enjoyment and safety of all young people within football is the top priority. * To contribute to teamwork and collaboration within the Youth Council. * To work with and support the Youth Council Leader and all other Youth Council members. * To provide ideas and generate insight to help the Youth Council make decisions and provide potential solutions to:   -help grow & retain Football Participation (participation refers to all involvement with football, playing; coaching; refereeing; and volunteering in any capacity).  -help create and inspire Social Action within Youth Football.  -help increase inclusivity within football, in partnership with NFA Inclusion Advisory Group. | | | | | |
| **2. Principal Accountabilities/Responsibilities** | | | | | |
| * Attend Youth Council meetings and workshops, utilising online tools as/if required e.g. Microsoft Teams. * Use local and national data and research to guide priorities of the Youth Council. * To work collaboratively with other Youth Council members to help generate ideas that lead to actions which support achieving the Youth Council’s objectives. * To provide input for future Northumberland FA Youth Strategies. * To represent Northumberland FA and the Northumberland FA Youth Council in line with the organisation’s key behaviours. * To treat all members of the Youth Council equally ensuring all feel included within the Youth Council, its activities and decisions. * To act within Northumberland FA Youth Council Code of Conduct. * To seek opportunities for professional and personal development. * To effectively utilise the Youth Council’s budget to help achieve objectives. | | | | | |
| **3. Knowledge/Experience/Technical Skills** | | | | | |
| **Essential:-**   * Knowledge of, and interest in, grassroots football. * Experience of working within a team to achieve desired outcomes. * Listening to and supporting others. * Commitment to equality. * Commitment to safeguarding within football. * Knowledge of factors that help young people be actively involved in football. * Knowledge of factors that prevent young people being actively involved in football. * Commitment to continued personal and professional development. * Ability to work collaboratively and creatively. | | | | **Desirable:-**   * A sport related academic qualification (or working towards or ambition to complete). * FA Coaching or Referee Qualifications. * Actively involved within local football (playing, coaching, refereeing, volunteering). * Knowledge of local football leagues, competitions and activities. * Knowledge of FA Programmes supporting participation across playing, coaching, and refereeing. * Knowledge of FA Campaigns to support wellbeing and inclusivity within football. * Experience of leadership responsibilities for delivering activities or projects. * Experience of sharing and developing ideas into delivered actions/projects. * Fundraising and/or Charitable work. * Experience of being involved in delivering events. * Experience contributing to group meetings. | |
| **b) Behaviours – as defined in County Football Association Competency Model** | | | | | |
| * Accountable * Professional * Teamwork * Respectful | | | |  | |
| **Further Information** a) Will the job-holder have direct access to young persons under the age of 18, within the context of the job or any subsequent related activities or responsibilities?                                                  YES Where the answer to the above question is **YES** the following wording will be included in any advertisement  “As this role involves direct access to young persons under the age of eighteen, within the context of the job or any subsequently related activities or responsibilities, the successful candidate will undergo a thorough screening process, which will include a Criminal Records Check to ensure their suitability for the role. Any candidates invited to interview will be sent a CFA Personal Disclosure Form, Guidance Notes and Privacy Statement to return at their interview in a sealed envelope” | | | | | |
| **Completed by Name/Role** | | David Jones – Head of Participation | | | |
| **Signature** | | D.Jones | | | |
| **Date** | | 1/9/2020 | | | |

**This job description is only a summary of the role as it currently exists and is not meant to be exhaustive.  The responsibilities/accountabilities and skills/knowledge/experience/behaviours might differ from those outlined and other duties, as assigned, might be part of the job.**